

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: April 21, 22, 2004

Division: Monroe County

Bulk Item: YES XXX NO

Department: Fixed Asset Surplus

AGENDA ITEM WORDING: Approval to advertise surplus equipment for bids, approval to remove surplus equipment from inventory for salvage and dispose.

ITEM BACKGROUND: See attached schedule

PREVIOUS RELEVANT BOCC ACTION: N/A

CONTRACT/AGREEMENT CHANGES: N/A

STAFF RECOMMENDATION:

TOTAL COST: N/A **BUDGETED:** Yes No

COST TO COUNTY: N/A **SOURCE OF FUNDS:** N/A

REVENUE PRODUCING: Yes No **AMOUNT PER MTH** **YEAR**

APPROVED BY: County Atty OMB/Purchasing Risk Management

Prepared by: Divina D. Speer

Print Name:

Divina D. Speer, Deputy Clerk

DIVISION DIRECTOR APPROVAL: Sandra Carlile

Print Name: SANDRA CARLILE, Finance Director

DOCUMENTATION: Included YES To Follow Not Required

DISPOSITION: Agenda Item # C7

Board of County Commissioner
April 21, 22, 2004

SCHEDULE OF SURPLUS ITEMS		ITEM BACKGROUND	AMOUNT		BOCC ACTION
County ID #	Description		Original Value	Estimated Present Value	need approval to-
1 0903-657	93 Ford F150 Pickup	beyond economical repair	\$9,695.00	\$800.00	advertise for bid
2 0940-031	Phelan Lowboy	beyond economical repair	\$13,609.00	\$2,500.00	advertise for bid
3 2000-821	94 Ford Crown Vic(wrecked)	beyond economical repair	\$700.00	\$0.00	advertise for bid
4 3000-095	92 Chev 1500 Pickup	beyond economical repair	\$9,492.00	\$800.00	advertise for bid
5 0944-005	83 Ford F800 Oil Distributor	beyond economical repair	\$41,484.00	\$4,500.00	advertise for bid
6 3200-088	95 Ford F150 Pickup	beyond economical repair	\$12,710.00	\$1,000.00	advertise for bid
7 1807-109	Dell Poweredge 2200	beyond economical repair	\$5,518.00	\$400.00	advertise for bid
8 1807-113	Dell Precision 410	beyond economical repair	\$2,623.00	\$400.00	advertise for bid
9 1807-118	Dell Computer	beyond economical repair	\$1,252.00	\$100.00	advertise for bid
10 1801-153	Dell Computer	beyond economical repair	\$1,117.00	\$100.00	advertise for bid
11 1801-162	Dell Computer	beyond economical repair	\$762.00	\$100.00	advertise for bid
12 n/a	Monitor	beyond economical repair	n/a	\$0.00	advertise for bid
13 n/a	Monitor	beyond economical repair	n/a	\$0.00	advertise for bid
14 n/a	Monitor	beyond economical repair	n/a	\$0.00	advertise for bid
15 0901-128	Xerox 5018 Copier	beyond economical repair	\$3,675.00	\$0.00	remove from inventory and dispose
16 0800-535	Dell Laptop	beyond economical repair	\$2,535.00	\$0.00	remove from inventory and dispose
17 0920-466	John Deere Gator	beyond economical repair	\$4,750.00	\$0.00	remove from inventory and dispose
18 0940-381	Kee Mower	beyond economical repair	\$959.00	\$0.00	remove from inventory and dispose
19 0940-382	Kee Mower	beyond economical repair	\$959.00	\$0.00	remove from inventory and dispose
20 0940-469	Alamo Flail Mower	beyond economical repair	\$1,567.00	\$0.00	remove from inventory and dispose
21 0940-470	Alamo Flail Mower	beyond economical repair	\$1,567.00	\$0.00	remove from inventory and dispose
22 0940-479	Dell Computer	beyond economical repair	\$1,363.00	\$0.00	remove from inventory and dispose
23 4102-187	Sign Machine	beyond economical repair	\$3,362.53	\$0.00	remove from inventory and dispose
24 1431-223	Radio	beyond economical repair	\$788.45	\$0.00	remove from inventory and dispose
25 1412-004A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
26 1412-002A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
27 1412-003A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
28 1412-005A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
29 1412-006A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
30 1412-007A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
31 1412-008A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
32 1412-010A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
33 1412-013A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
34 1412-014A	Motorola Syntor Radio	beyond economical repair	\$5,241.00	\$0.00	remove from inventory and dispose
35 14160213	Motorola Syntor Radio	beyond economical repair	\$4,371.62	\$0.00	remove from inventory and dispose
36 0800-544	Dell Computer	beyond economical repair	\$2,335.00	\$0.00	remove from inventory and dispose
37 2600-917	Gateway Computer	beyond economical repair	\$2,059.00	\$0.00	remove from inventory and dispose
38 0800-351	Dell Computer	beyond economical repair	\$2,451.00	\$0.00	remove from inventory and dispose
39 2604-024	Compaq Computer	beyond economical repair	\$10,812.00	\$0.00	remove from inventory and dispose
40 0800-322	Hub	beyond economical repair	1237.82	\$0.00	remove from inventory and dispose
41 0800-330	Hub	beyond economical repair	1237.82	\$0.00	remove from inventory and dispose
42 0800-490	CSU/DSU	beyond economical repair	n/a	\$0.00	remove from inventory and dispose
43 1001-575	Dell Powervault	beyond economical repair	\$4,166.00	\$0.00	remove from inventory and dispose
44 0800-553	Hub	beyond economical repair	812.6	\$0.00	remove from inventory and dispose
45 1200-108	Computer	beyond economical repair	\$1,802.00	\$0.00	remove from inventory and dispose
46 1200-121	Computer	beyond economical repair	\$1,003.00	\$0.00	remove from inventory and dispose
47 1005-132	Camera	beyond economical repair	\$875.00	\$0.00	remove from inventory and dispose
48 18001-03	Computer	beyond economical repair	\$1,323.00	\$0.00	remove from inventory and dispose
49 1803-588	Computer	beyond economical repair	\$903.00	\$0.00	remove from inventory and dispose
50 2000-732	Printer	beyond economical repair	\$954.00	\$0.00	remove from inventory and dispose

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina Speer, Property Clerk
Finance Department, Stop #8

FROM: Roy Sanchez
Fleet Management Services

DATE: March 30th, 2004

County Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0903/657	1FTDF15Y2PNA86154	93 FORD F150 PICKUP	MAY 1993	9,695.00 / 800.00
0940/031	8099	PHELAN LOWBOY	AUG 1980	13,609.00 / 2,500.00
2000/821	2FALP71WXR160315	94 FORD CROWN VIC (WRECKED)	MCSO USED	UNKNOWN/ SALV.
3000/095	1GCEC14Z4NE170451	92 CHEV 1500 PICKUP	APRIL 1992	9,492.00 / 800.00
0944/005	1FDPN80H9DVA01656	83 FORD F800 OIL DISTRIBUTOR	OCT 1982	41,484.00 / 4,500.00
3200/088	1FTDF15Y4SNB17686	95 FORD F150 PICKUP	APRIL 1995	12,710.00 / 1000.00

Check appropriate line:

☒ APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS

☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF SAME

☐ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY

REASON FOR REQUEST:

ABOVE ITEMS ARE NO LONGER IN USE, HAVE BEEN REPLACED AND/OR IS BEYOND ECONOMICAL REPAIR. SOME ITEMS HAVE BEEN PREVIOUSLY ADVERTISED. TOP 4 UNITS ARE LOCATED IN KEY WEST, LAST 2 ARE AT THE MARATHON GARAGE.

PREPARED BY: Ron Cherry

DATE: 03/30/04

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: Dent Pierce

3/31/04

MONROE COUNTY

"COMPUTER RELATED EQUIPMENT"

INVENTORY DELETION REQUEST

TO: Divina Speer

FROM: Louis Latorre

PROPERTY CLERK, FINANCE DEPT

Social Service Director

DATE: March 24, 2004

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & ESTIMATE PRESENT VALUE
1807-109	EPYMM	Dell Poweredge 2200	05/26/1998	\$5518/\$400
1807-113	GFDGW	Dell Precision 410	09/16/1998	\$2623/\$400
1807-118	52G6A	Dell Optiplex G1	09/23/1999	\$1252/\$100
1801-153	4ZBE5	Dell Celeron 400 G1	09/29/1999	\$1117/\$100
1801-162	347EB	Dell Celeron 500 Gx100	04/18/2000	\$762 /\$100
None	84766A18R7	Monitor	Unknown	Unknown/\$0
None	90627G0HK937	Dell Monitor	Unknown	Unknown/\$0
None	5G7CCF31B6	HP 300	Unknown	Unknown/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

- ☒ APPROVAL TO ADVERTISE FOR BIDS
 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT
 APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO TECHNICAL SERVICE

REASON FOR REQUEST:

Obsolete computer & related hardware

PREPARED BY: Jerry Eskew, Transportation Administrator

DATE: 03/24/2004

DIVISION DIRECTOR APPROVAL:

PRINT NAME: James E. Malloch

TECHNICAL SERVICES APPROVAL:

PRINT NAME: Sheila Barker

[Handwritten signature]

3/31/07

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: JOSE ESTEVES
TECHNICAL SERVICES

DATE: _____

M.C. ID Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0800-535	Y9BVF	DELL LAPTOP	09/08/00	\$2,535.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO ADVERTISE FOR BIDS.

 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

 APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

Old – Obsolete – Beyond economical repair

DIVISION DIRECTOR APPROVAL:
PRINT NAME

Sheila A Barker
SHEILA BARKER

TECHNICAL SERVICES APPROVAL:
PRINT NAME

Sheila A Barker
SHEILA BARKER

MONROE COUNTY INVENTORY DELETION REQUEST

TO: DIVINA D. SPEER STOP #8

FROM: Joe Medallion

PROPERTY CLERK, FINANCE DEPT.

Public Works - U.K. Operations Director

DATE: 03/05/04

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
0920-466	W004X2X023993	John Deere Gator	07/11/97	\$4750.00 / \$0.00

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXX APPROVAL TO ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO:

REASON FOR REQUEST:

Item is beyond it's uestful life and repairs are not economically feasible.

PREPARED BY: Joe Medallion

PRINT NAME: Joe Medallion

DATE: 03/05/04

DIVISION DIRECTOR APPROVAL: Dent Pierce

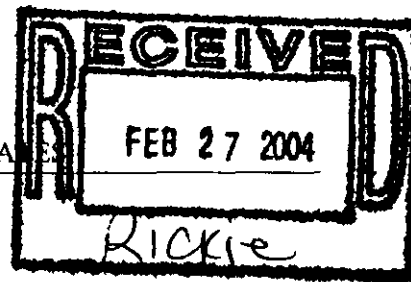
PRINT NAME: Dent Pierce

**MONROE COUNTY
INVENTORY DELETION REQUEST**

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: MARTY GALE

DATE: _____



MLC I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0940-381	93125682	Kee Mower	1/4/95	\$959.00/\$0
0940-382	94115715	Kee Mower	1/4/95	\$959.00/\$0
0940-469	58257	Alamo Flail Mower	9/30/97	\$1,567.00/\$0
0940-470	58258	Alamo Flail Mower	9/30/97	\$1,567.00/\$0
0940-479	4S4ZP	Dell Computer	4/26/95	\$1,363.00/\$0
4102-187	2649	Sign Machine	5/14/74	\$3,362.53/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

☐ APPROVAL TO ADVERTISE FOR BIDS.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

OLD – OBSOLETE – MOSTLY BROKEN

DIVISION DIRECTOR APPROVAL:

PRINT NAME

Dent Pierce 3/3/04
Marty Gale

DENT PIERCE

TECHNICAL SERVICES APPROVAL:

PRINT NAME

Sheila A. Barker 3/4/04
SHEILA BARKER

SHEILA BARKER

**MONROE COUNTY
INVENTORY DELETION REQUEST**

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: PETER LUBERT
EMERGENCY MEDICAL SERV

DATE: _____

MFC I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1431-223	428AUJ0476	Radio	02/28/95	\$788.45/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO ADVERTISE FOR BIDS.

 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

 APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

OLD – OBSOLETE – BEYOND ECONOMICAL REPAIR

PREPARED BY: Peter Lubert
PRINT NAME

DATE: 3/1/04

DIVISION DIRECTOR APPROVAL:

PRINT NAME

Clark O. Martin
CLARK MARTIN

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: Peter Lubert
Emergency Medical Services

DATE: _____

Item I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1412-004A	246HNU0350	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-002A	246HNU0351	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-003A	246HNU0352	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-005A	246HNU0354	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-006A	246HNU0355	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-007A	246HNU0356	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-008A	246HNU0357	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-010A	246HNU0359	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-013A	246HNU0362	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
1412-014A	246HNU0363	Motorola Syntor Radio	12/01/88	\$5,241.00/\$0
14160213	246NRC0070	Motorola Syntor Radio	03/12/91	\$4,371.62/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO ADVERTISE FOR BIDS.

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

Old – Obsolete – No parts available for repair.

APPROVED BY: Peter Lubert
PRINT NAME PETER LUBERT

DATE: 3/1/04

DIVISION DIRECTOR APPROVAL:

PRINT NAME

Clark Martin
CLARK MARTIN

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.
DATE: 2-25-2004

FROM: TECHNICAL SERVICES

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0800-544 ✓	41QXT01 /	DELL PRECISION	9-05-01	\$2335.00 / \$0.00
2600-917 ✓	0016333111 ✓	GATE WAY COMPUTER	11-19-99	\$ 2059.00 / \$0.00
0800-351 ✓	7 N 2 V 6 ✓	DELL OPTIPLEX GMT PLUS	12-1-96	\$2451.00 / \$0.00
2604-024 /	8833BVJ10546 ✓	COMPAQ PROLIENT	8-15-98	\$ 10,812.00 / \$0.00
N/A 0800-322	7WV288318	24 PORT HUB	9-26-96	1237.82 / 0
N/A 0800-330	7WRV024994	24 PORT HUB	9-26-96	1237.82 / 0
0800-490 N/A	N/A	CSU-DUS		
1001-575 ✓	FC5S201 ✓	DELL SCSI CAGE POWER VOLT	9-27-00	\$4166.00 / \$ 0.00
N/A 0800-553	FAB0507Y0MS	CISCO 12 PORT HUB	9-30-01	812.60 / 0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO ADVERTISE FOR BIDS.
 _____ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
 _____ APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

OUT DATED / OLD

PREPARED BY: MARIA GUERRA

DATE: 2-25-2004

DIVISION DIRECTOR APPROVAL:

PRINT NAME:

Sheila Barker

Sheila Barker 3-17-04

TSD

TECHNICAL SERVICES APPROVAL:

[Signature] 3-16-04

MONROE COUNTY INVENTORY DELETION REQUEST

TO: DIVINA D. SPEER STOP #8

FROM: Sally M. Smith

PROPERTY CLERK, FINANCE DEPT.

Veteran Affairs - PK Office

DATE: 3/22/04

M.C. LD. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
1200-108	B84K3	Dell Computer 166	9/30/97	ZERO 1802.00/0
1200-121	83A4G or 83A46	Dell Computer Celeron	10/27/99	ZERO 1003.00/0

CHECK ONE (1) APPROPRIATE LINE BELOW:

☐ APPROVAL TO ADVERTISE FOR BIDS.
☒ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO:

REASON FOR REQUEST:

Barry Deeds in the PK VA Office was told by Jose in Technical Services Marathon, both computers are obsolete and should be disposed off. If they are deemed usable, then please advertise for bids.

PREPARED BY: Sally M. Smith
 PRINT NAME: Sally M. Smith

DATE: 3/22/04

DIVISION DIRECTOR APPROVAL: Sheila Barker

PRINT NAME:

TECHNICAL SERVICES APPROVAL

OMB FORM REVISED 10/28/2003

Sheila Barker
SHEILA BARKER

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: MAYRA TEZANOS

DATE: 3/19/04

MC ID Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1005-132	41115	Camera	8/11/99	\$875.00/\$0
* 18001-03	049WJ	DELL COMPUTER	5/5/99	1323.00/0

CHECK ONE (1) APPROPRIATE LINE BELOW:

☐ APPROVAL TO ADVERTISE FOR BIDS.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

BROKEN - BEYOND ECONOMIC REPAIR

* OBSOLETE computer KIM MCGEE

APPROVED BY: R. Norman
PRINT NAME RONDA NORMAN

DATE: 3/19/04

DIVISION DIRECTOR APPROVAL:
PRINT NAME

Timothy McGarry
TIMOTHY MCGARRY

TECHNICAL SERVICES APPROVAL

Sheila Barker
SHEILA BARKER

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: DIVING D Spearstop #8 FROM: Susan Scarlet

PROPERTY CLERK, FINANCE DEPT. _____

DATE: 3/22/04

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
1803-588	2T1RH	Dell Computer	4/16/00	903.00/2 903.00
		Dell Screen		

CHECK ONE (1) APPROPRIATE LINE BELOW:

☒ APPROVAL TO ADVERTISE FOR BIDS.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST: Cannibalise for parts.

No hard drive usable to use
Hard drive removed by Tech Services in February

PREPARED BY: Scarlet DATE: 3/22/04

DIVISION DIRECTOR APPROVAL: [Signature]
 PRINT NAME: _____

TECHNICAL SERVICES APPROVAL: Sheila Barker
 PRINT NAME: SHEILA H. BARKER

**MONROE COUNTY
INVENTORY DELETION REQUEST**

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: BILL SPEER
Health Department

DATE: _____

<u>M.C.</u> <u>I.D. Number</u>	<u>Serial</u> <u>Number</u>	<u>Asset</u> <u>Description</u>	<u>Date</u> <u>Purchased</u>	<u>Original & Est.</u> <u>Present Value</u>
2000-732	007A0020486	Okidata Printer	1/24/91	\$954.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXXX

APPROVAL TO ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

Old – Obsolete - Beyond economical repair

APPROVED BY: Christopher R. Smith DATE: 3/4/04
PRINT NAME CHRISTOPHER SMITH

DIVISION DIRECTOR APPROVAL: _____
PRINT NAME SUSANA MAY